

7.11

MINUTES OF THE BOARD OF TRUSTEES' MEETING
HELD MARCH 30, 1967

Present: Mr. Cooper	Canon Berry	Mr. Mardinger
Mr. Schein	Miss Duffy	Mr. Sterling
Miss Voigt	Mr. Dunker	Mrs. Warren
Mr. Baldwin	Mrs. Keeney	Mrs. Casey
		Mr. Kilduff

In the absence of Dr. Wood, Mr. Schein, Vice President, chaired the meeting.

Minutes of the last meeting were accepted as sent.

TREASURER'S REPORT

The Treasurer's Report was given by Mr. Cooper. It showed two months Disbursements \$25,610.35, two months Receipts \$22,551.55, Disbursements in Excess of Receipts \$3,058.80. Cash Balance \$11,170.41.

The Treasurer's Report was approved as presented.

LOCATION OF BELLEVILLE OFFICE

Mr. Kilduff informed the Board of Trustees, on March 27, word was received from the Addy Realty Company requesting the Family Service Bureau to vacate the premises at 383 Washington Avenue as of March 31, as the building was to be sold. Mr. Kilduff wrote a letter to Mr. Goldman, the lawyer for the Addy Realty Company, asking for an extension to April 15. In the meantime, a new location was located at 234 Washington Avenue in the same building that houses the Metropolitan Insurance Company. The office will be on the second floor and is much larger and lighted. Rent will be \$128 a month and the lease is to be drawn by Mr. Hardin for one year. Plans have already been made to move into the new office no later than April 15.

REPORT OF LONG RANGE PLANNING COMMITTEE

In the absence of Mr. Hardin, Mr. Baldwin and Miss Voigt commented on the meeting of the Long Range Planning Committee which was held on March 27.

It was the consensus of the committee that, in projects in which the Family Service Bureau becomes involved in the future, the agency should clarify the conditions under which staff personnel are hired for such projects; so that, if termination is necessary because funds are withdrawn, personnel specifically hired for them will not assume they will continue on staff without the financial resources necessary to continue them on staff.

The Long Range Planning Committee also felt involvement in projects is an essential part of the work of the agency and it was the agency's responsibility to participate.

The committee was apprised the property located at 19 Fulton Street, which is one house removed from the present location of Family Service Bureau, was available for purchase. The property was appraised at \$14,000, with 18 months taxes owing on it. It was brought to the attention of the Long Range Planning Committee to evaluate whether it would be appropriate real estate property for the Bureau to acquire. It was the committee's feeling Family Service Bureau was not in the real estate and investment business and decided not to look into its purchase.

Finally, the committee reviewed the Membership plan as it now exists in the agency and felt it was adequate and the status quo of solicitation for membership should remain. However, it was Mr. Hardin's feeling that categories of membership should be dropped in this year's circulation.

As the result of the projects in which the agency has been involved and the work of the casework aides in Project ENABLE, it was the feeling of the Long Range Planning Committee that study should be given to include casework aides on the staff of Family Service Bureau and such a category of employment, if found feasible, should be set up, for it was the committee's feeling Project ENABLE demonstrated their value and it would be a shame to lose such experienced people.

The Board unanimously concurred with the Long Range Planning Committee.

REPORT OF CASE COMMITTEE

Mr. Schein reported at the Case Committee Meeting held March 14 the entire agenda concerned itself with discussion of Project SEED (Skill Escalation and Employment Development), and because of the importance of this particular project to the agency's program, the minutes of the Case Committee Meeting are herewith made a part of the Board minutes:

The first meeting at this office with personnel from Project SEED occurred on March 3, 1967. Present at that meeting were Mr. Proctor, Program Director of SEED, Mr. Morcor, Executive Director of Business & Industrial Coordinating Council, Mrs. Good, Supervisor of the Employment Service on loan to SEED, Mrs. Blumgart and Mrs. Guy, counselors in the SEED program.

At this meeting the personnel from SEED was interested in learning the ways in which the services of the family agency could be utilized, since F.S.B. was now a funded part of the project. The discussion centered around the individual referrals and specific cases were cited as examples. One of these cases was considered for referral and referral procedures were discussed in toto.

In addition to the individual referrals, the possibility of F.S.B. setting up group discussions focused on training with each group of trainees was also explored. Since each training program lasts for 9 weeks, it was suggested the length of the discussion groups coincide with the length of the training period and each group of trainees will be assigned a discussion leader from this agency.

The principle training center of SEED is at 93-97 Chestnut Street. This is where most of the training will be done. There will be 100 to 125 trainees in the day program and 35 in the night program. Each Monday 40 new men come into the training program. The classes run from 8 to 2:30 five days a week. The first three weeks are devoted to basic education and the last six weeks to pre-vocational training.

Trainees who are unemployed will receive \$41 a week, plus \$5 for each dependant up to six. Over six there will be no additional money. They will also receive a transportation allowance. The men are allowed to work up to 20 hours a week without any decrease in this allowance; above 20 hours, what they earn is deducted. If employed full time, there is no allowance, but they are eligible for the program. The SEED center program is designed to teach machine shop operation, but they intend to implement this with operations in other areas.

SEED is being funded with a total grant of 1.3 - 1.5 million. Of this amount, the Business & Industrial Coordinating Council is contributing \$300-\$400,000. The rest of the money is being supplied by three government departments - Commerce, Health Education & Welfare and Labor. The administrator and staff of the Labor Department are at 46 Branford Place. Supplies and teachers which come under Health Education & Welfare are at SKILL Center and Commerce provides the funds for the allowances at the SEED training center.

There was general discussion about the program and the possibility of assigning a Board representative to each project within the agency.

PROJECTS

Mr. Kilduff informed the Board of Trustees that Project ENABLE is funded through April 31, under the extension part of the program and will be funded at the rate of \$32,000 a year from May 1967 through January 31, 1968.

For the first three months of the new year, it will not be necessary to cut back on the program, as United Community Corporation has asked Washington to fund the projects already existing on the same basis of expenditure of money as expended over the previous year so that no employee's job would be terminated.

In the second year of operation of Project ENABLE, plans are already made to delete one full time secretary assigned to the Urban League on the basis of the money allocated. However, since Washington has agreed to allow for the next three months all project staff to remain intact, and to be funded at the rate of expenditures of the previous year, it will not be necessary to terminate the full time secretary at Urban League headquarters.

Mr. Kilduff also suggested because of the projects now operating within the agency, it seems a propitious time for the Board to consider the assignment of Board Members to specific projects, so that they may become acquainted and aware of their implications to the total program of the agency. It would also provide a means for the members of the Board to gain firsthand information on the present work of the agency.

The Board unanimously approved the suggestion and will accept assignments the President and Executive Secretary designate to individual Board Members.

ANNUAL MEETING

The Annual Meeting will take place on the regular Thursday meeting date, April 27. It is a month earlier than usual. However, it will be geared to the discussion of the projects in which the agency is involved and a report from the people involved in them. It will be a family type meeting, insofar as the general public will not be invited, so that the Board may become better acquainted with the present staff and projects of the agency.

The Annual Meeting will be held at the Robert Treat Hotel at 5:45 on April 27.

Edward V. Kilduff
Executive Secretary